



STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

13 FEB -7 A8:00

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DHS/HPHA/CPO
Name of Requesting Department

Pursuant to HRS § 103D-307 and HAR chapter 3-122, Subchapter 10, the Department requests approval for the following:

1. Date or period of Emergency: 12/8 - 12/15/2012	2. After-the-Fact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.
Raw sewage from a broken sewer line serving Puahala Homes spilled out from the manhole fronting the HPHA's administrative office causing a potential health and safety hazard.

4. Vendor/Contractor/Service Provider Name: Aqua Pumping	5. Amount of Request: \$ 34,425.00 (estimate) 34,424.07 @ 2/11/13
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
The broken sewer line that serves Puahala Homes was capped and redirected to another manhole (collection point) within the HPHA School Street campus to prevent raw sewage from spilling onto the property and into the street gutter creating a health and safety hazard by another vendor. Aqua Pumping provided 24/7 labor, materials and their equipment required for the emergency septic pumping and wastewater removal from the faulty sewer manhole to the redirected sewer manhole.

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
Due to time considerations and the great potential for a health hazard situation at hand, it was not practical for HPHA to obtain three quotes. The State Department of Health would monetarily fine HPHA should the raw sewage back up onto the property creating a health and safety hazard. Aqua Pumping was recommended by the vendor who capped the broken sewer line and installed the submersible pump, check valves, sewer pipes, piping fixtures and safety barricade.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information.)

<u>Name</u>	<u>Division/Agency</u>	<u>Phone Number</u>	<u>E-mail Address</u>
Barbara E. Arashiro	DHS/HPHA	832-4694	arbara.e.arashiro@hawaii.gov
Pick Sogawa	DHS/HPHA	832-6038	Pick.T.Sogawa@hawaii.gov

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided is to the best of my knowledge, true and correct.

Department Head Signature

Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Approval is granted based on the department's determination that septic pumping and wastewater removal was necessary for preventing a potential health and safety hazard. HRS §103D-310(c) and HAR §3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. When processing payment to vendor the department shall attach a current compliant HCE certificate with the invoice for payment. If there are any questions, please contact Wendy Ebisui at 586-0563, or wendy.mo.ebisui@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required

Chief Procurement Officer Signature

Date